

Memo

Queensland Curriculum and Assessment Authority

10 February 2026

Senior secondary

Number: 010/26

Senior secondary certification agreement 2026

Purpose

To let principals in senior secondary schools know what they need to do to complete the senior secondary certification agreement for 2026.

Background

The senior secondary certification agreement defines a school's role in supporting Queensland's senior secondary curriculum, assessment and certification system. Each year, principals are required to confirm their agreement with the outlined terms so that Senior Education Profiles (SEPs) can be issued to their exiting students.

What you need to do

The school's principal must access, complete and submit the senior secondary certification agreement via the **Student Management application** (app) on the [QCAA Portal](#) by **Friday 20 March 2026**. The agreement can be accessed via **Admin > certification agreement** and by selecting 'View' for the Senior secondary certification agreement 2026.

Note: Only the principal may complete and submit the agreement — this responsibility cannot be delegated. Principals automatically have the required Student Management access to complete the agreement.

If there has been a recent change in the school's principal, Access Management Organisation Administrators should update the principal position in the Access Management app in the QCAA Portal.

Student Management administrators can access the agreement and check that the 2026 agreement has been submitted by the principal via **Admin > certification agreement**.

Finding out more

For further information or assistance with the agreement or the Student Management app, please email certification@qcaa.qld.edu.au.

For assistance with using the Access Management app to update the principal position, please email ClientServices@qcaa.qld.edu.au.

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